**SOLE SOURCE ADDITIONAL SUPPORTING DOCUMENTATION**

**University of Illinois at Chicago**

**Value of Initial Term:**

$185,000.00 from January 1, 2021-August 31, 2024

Year 1: $35,000.00

Year 2: $50,000.00

Year 3: $50,000.00

Year 4: $50,000.00

**Business Rationale, Question #1:**

University of Illinois at Chicago (UIC) will provide the Services described below into Malcolm X College agreed upon by both parties to fulfill the objectives and goals of the Opioid Impacted Family Support Program (OIFSP) grant:

Description of Services:

* 1. Program Evaluation: UIC will perform program evaluation as outlined in Performance Evaluation Plan Methods Grid.

**Performance Evaluation Plan Methods Grid**

|  |  |  |  |
| --- | --- | --- | --- |
| Key Evaluation Question | Measures/Indicators | Data Sources | Frequency |
| InputsHow were the resources used to support the project? | * # of key staff and their roles
* # of collaborative partners
* % of budget used for stipend support for trainees
* # of experienced preceptors/mentors identified
* # of experiential training sites
 | Quarterly progress reportsMOU Support lettersAnnual reportQuarterly reports | Quarterly Quarterly |
| ActivitiesHow well were the activities implemented? | * A curriculum developed
* # of trainees enrolled
* Demographics of enrolled trainees
* Reasons for not completing the program
* # of clinical placement sites on board
* # of apprenticeship programs for CHWs created
* Challenges related to workforce development
* Challenges related to identifying and managing preceptors/mentors
 | Curriculum Enrollment dataQuarterly reportStudents/trainees recordsQuarterly reportMonthly meetingsdocumentation | QuarterlyMonthly Quarterly Monthly  |
| OutputsWhat did the program accomplish? | * # of trainees completed the program
* Characteristic of trainees completed the program
* % of Level- *pre-service program completers* in apprenticeship programs
* # of graduates who pursue employment providing behavioral health services
* Placement sites on board
* Apprenticeship programs created
* Advocacy for CHWs to be paid through Medicare/Medicaid
 | Training databaseQuarterly reportsQuarterly reportsAnnual reportQuarterly reportsAnnual report | QuarterlyQuarterlyAnnuallyQuarterlyAnnually |
| OutcomesTo what extent were the expected outcomes met? | Short-term* Within Y1, a minimum of 10% increase in graduates with OUD/SUD certification from 25 to 28 students
* Within Y1, # of diverse graduates increase from zero to at least two
* Increased knowledge of OUD and SUD
* Trainee satisfaction

Intermediate-term* Up to 30 graduates annually
* At least 50% of impacted population is reached by a CHW
* Number of health care centers with approval to pay CHWs
* Increased field work capacity

Long-term* Number of CHWs trained by program hired to address OUD and SUD
 | Quarterly reportTraining databasePre- & post- testPost surveyQuarterly reportTraining databaseField experience performance evaluationFollow-up survey  | QuarterlyPre-&PosttrainingPost trainingPost field work training Annually |
| Dissemination How were all key evaluative measures/outcomes reported and disseminated?  | * Dissemination activities
* presentations
* reports/publications
 | Annual reportPresentation abstracts/summaryReports producedJournal articles published | Annually Quarterly |

* 1. Data Sharing:
		1. All disaggregated student/participant data shared with Malcolm X College regarding apprenticeship placement and performance will be aggregated by Malcolm X College for grant reporting purposes.
		2. All required apprenticeship site data will be shared with Malcolm X College for
	2. Process Development:
		1. UIC will provide narrative elements for process development and improvement of apprenticeship model undertaken in the scope of work prior to grant period conclusion.

**Business Rationale, Question #2:**

The vendor was selected as part of the application process for the HRSA OIFSP grant award which required the “Ability to Identify Two Or More Health Disciplines or Service Providers That Will Be Collaborating and Training with The Trainees Supported Under This NOFO In Integrated, Interprofessional Team Based Care of OUD and Other SUD Services”. University of Illinois at Chicago Department of Disability and Human Development (UIC DHD), Gateway Foundation, Public Health Institute of Metropolitan Chicago (PHIMC), and Mile Square Health Center-UI Health were all approached as meeting the criteria to fulfill this grant requirement. UIC DHD, Gateway Foundation and PHIMC agreed to the partnership. Mile Square Health Center-UI Health declined participation due to lack of resources.

The University of Illinois at Chicago (UIC)’s Department of Disability and Human Development (DHD) which resides in the College of Applied Health Sciences will support Malcolm X College by delivering the performance reporting and performance evaluation components of the project.

UIC’s performance evaluation plan is based on the logic model. It includes process (i.e., inputs, activities, and outputs) and outcome (i.e., short term, intermediate, and long-term outcomes) evaluations for continuous quality improvement. The process evaluation (i.e., inputs, activities, and outputs) focuses on the goal of ensuring that the program operates efficiently and provides continuous support of quality improvement. The evaluation enables us to describe and assess the program’s activities and to link the progress to outcomes.

UIC will work with stakeholders (e.g., MXC, GF, PHIMC) in planning and carrying out the evaluation using the CDC six-step program evaluation framework. Engaging stakeholders is the first of the six (6) steps. After identifying potential stakeholders, UIC will engage them in person, phone and email to obtain clarity on their perspectives on main outcomes and activities of the Opioid-Impacted Family Support Program, the most important activities and outcomes, the most important evaluation questions at this time, their preferences of collected data types (e.g., quantitative, qualitative), their involvement in the evaluation, and their use of this evaluation results. UIC’S team will summarize the results of the engagement discussions with a plan for stakeholder involvement in participating/providing input during the major stages of the project for each step.

Qualitative (e.g., meeting documentation, quarterly reports, open-ended questions in post training surveys) and quantitative data (e.g., training/workshop database, quarterly reports) will be collected for this evaluation. The goals and strategies in the strategic plan will be used to guide further developing the key evaluation questions. The evaluation questions incorporate key process components of the logic model. Outcome questions are connected with the effects of the paraprofessional certificate training program delivery and operations on the target population. Key evaluation questions, measures and data sources will inform the program implementation team in real time about what’s working well and what needs to be quickly adjusted during implementation through monthly meetings and briefing documents. The evaluation team will work with the MXC team to create a training/workshop and technical assistance database to record training activities and track trainees.